



Michigan Treasury Online Quick Guide: Getting started with One Stop

New Businesses, or Businesses that are currently registered with the Michigan Department of Treasury but have never used One Stop, will need to create a business profile by going to <http://www.michigan.gov/business>. In order to perform any transactions with the Treasury Department, all taxpayers must first go through Michigan Business One Stop.

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| Step 1 | Go to http://www.michigan.gov/business |
| Step 2 | Click the Go button under <i>Start and Register</i> |
| Step 3 | Enter a login ID and fill in the remaining required fields |
| Step 4 | Click the Submit button |
| Step 5 | Click the Back to One Stop Home button |
| Step 6 | An email will be sent with your Login ID and temporary password |
| Step 7 | Go back to http://www.michigan.gov/business and log in with your Login ID and temporary password |
| Step 8 | Change your password per the guidelines provided and click the Change Password button |
| Step 9 | Answer the security questions provided and click the Submit button |
| Step 10 | Click the Continue button on the confirmation page |
| Step 11 | Click Accept on the <i>Terms & Conditions</i> page |

You have now created your business profile with Michigan Business One Stop. Proceed to the next tutorial for help with accessing Michigan Treasury Online.